



Scott Walker, Governor
Dave Ross, Secretary

Journeyman Plumber- Restricted Service License

Your application will not be processed or will be delayed unless you:

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, Internet Address:	

Applicant's Signature

Date (mo/day/yr)

Send application and payment to: DSPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.

Office location: DSPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

All other correspondence: DSPS Trades Credentialing, , PO Box 7082, Madison, WI 53707 Phone: 608-266-2112. TTY: Contact through Relay or DspsSbCredentialing@wi.gov.

Reason for Credential: Except as provided under s. 145.06 (4) Stats., and pursuant to s. 145.06, Stats., no person may install plumbing unless the person holds a credential issued by the department as a licensed Master Plumber, licensed Master Plumber-restricted, licensed Journeyman Plumber, licensed Journeyman Plumber-Restricted, registered Plumbing Apprentice, registered Plumbing Learner-Restricted, registered Utility Contractor or registered Pipe Layer.

A person holding a Journeyman Plumber Restricted Service license may apply without examination for a POWTS Inspector certification.

Requirements of Credential: Pursuant to s. 145.14, Stats., the plumbing activities that may be undertaken by a person who holds a credential as a licensed Master Plumber-Restricted Service, licensed Journeyman Plumber-Restricted Service or a registered Plumbing Learner-Restricted Service shall be limited to the installation or modification of all of the following:

- Privately owned wastewater treatment systems and components under SPS 383.

- Building sewers and private interceptor main sewers under SPS 382.
- Water services and private water mains under SPS 382.

A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

The plumbing activities that may be undertaken by a person who holds a credential as a licensed Journeyman Plumber-Restricted Service shall be performed under the general supervision of a person who is a licensed Master Plumber or a licensed Master Plumber-Restricted Service. A business engaged in the installation of plumbing that utilizes Plumbing Learners shall maintain a ratio of at least one Journeyman Plumber or Journeyman Plumber-restricted for each Plumbing Learner. For this purpose, a Master Plumber or Master Plumber-Restricted may act as a Journeyman Plumber or Journeyman Plumber-Restricted, respectively.

Education Hours Required to Renew: The renewal of a license as a Journeyman Plumber-Restricted Service shall be contingent upon the Journeyman Plumber-Restricted Service obtaining at least 12 hours of acceptable continuing education three months prior to the expiration date of their credential. A person who holds a license as a Journeyman Plumber-Restricted Service may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

Applying for Journeyman Plumber - Restricted Service License

A person may obtain a credential as a licensed Journeyman Plumber-Restricted Service by one of the following methods:

- Method 1** Completing experience requirements, education requirements and taking and passing the Journeyman Plumber-Restricted Service license examination.
- Method 2** A person who holds a Wisconsin Master Plumber-Restricted Service license may, upon application to the department, exchange his or her Master Plumber-Restricted Service license, for a Journeyman Plumber-Restricted Service license. If the exchange is made at the time of renewal a credential fee of \$180 for the Journeyman Plumber-Restricted Service license shall be submitted.

Are you a Veteran?

If yes, please answer the following questions to see if you qualify for a fee waiver or equivalency for this credential.

1. Are you requesting a waiver of your initial credentialing fee under method 1?

- ☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____

Your application fee of \$10 will be waived now and your credential fee will be waived once you pass the exam. **You must submit \$20 for the exam fee at this time.**

- ☐ No Submit the fee of \$30.

2. Are you requesting a waiver of your initial credentialing fee under method 2 or 3?

- ☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: _____

- ☐ No Submit the fees listed in the tables below.

3. Are you requesting equivalency of your military training and experience?

- ☐ Yes Provide copies of your service school academic reports, certificates of training, or training documentation signed by your unit's training NCO or any other relevant experience that would satisfy the requirements of method 1. You may attach a personal narrative to further explain why your education / training / experience in the military has helped you prepare for this profession.

- ☐ No Complete the requirements under method 1.

You may contact DVA at 1-800-WisVets or www.WisVets.com for assistance in obtaining your DVA Voucher Code and/or documents related to your training and experience.

Special Processing Note: If you hold a current license from another state, or under the ordinances of any city, town or village, you must first complete a petition for variance in accord with SPS 305.90 (4)(c) and (d), Wisconsin Administrative Code. Upon successful completion of the variance process, complete the examination application as specified in Method 1 and provide a copy of the petition approval correspondence.

A petition application and information on the petition process may be obtained by contacting the Safety and Buildings Plan Entry Unit at 608-266-5476. The Application for Credentialing Petition for Variance (form SBD-9890COMM5) can also be found on S&B's

Method 1 - Experience, Education and Examination

Application and Exam Fee (nonrefundable): \$30.00 class code 7630

Make checks payable to: State of WI – DSPS. The fee consists of a \$10 application fee and an exam fee of \$20. When the exam is passed, the applicant will be asked to pay a \$180 credential fee, prorated because the credential expires on a specific date. The credential, which will be issued after the exam is passed and the prorated credential fee paid, is effective for 4 years from March 31.

Qualifications for Examination: A person applying for Journeyman Plumber-Restricted Service license examination shall have at least 1,000 hours of experience as a registered learner-Restricted Service and submit evidence that you have completed at least the following educational course work:

- Plumbing code, SPS 381 to 387 - 40 hours of credit;
- Blueprint or blueline reading - 20 hours of credit;
- Transit or builder's level - 10 hours of credit;
- Construction related mathematics - 20 hours of credit; and
- First aid and safety - 10 hours of credit.

ATTACH to this form the original signed copy of the form entitled “Qualifications to Apply for Journeyman Plumber-Restricted Service Exam.” Note if the form is not filled out and properly signed, you will not be allowed to take the examination.

In order to obtain the credential, the applicant must obtain a score of at least 70% on an examination. The exam will cover Chapter 145, Wisconsin Statutes; and SPS 305 and SPS 382-387, Wisconsin Administrative Code; NFPA 13D-2002. The exam is open code book, component manuals, NFPA, and statutes. When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date. Copies of current Wisconsin Administrative Code and Chapter 145 may be obtained from Document Sales, 608-266-3358 or 800-362-7253. The NFPA standards 13 (2002 edition) of the National Fire Protection Association may be ordered from the National Fire Protection Association, 800344-3555.

You will need a knowledge of the component manuals for the various POWTS. You may bring these to the exam. The component manuals are free online: http://dsps.wi.gov/php/sb-ppalopp/prodcode_result.php/POWTSM/POWTS_COMPONENT_MANUAL. They can also be purchased through Document Sales, 608-266-3358 or 800-362-7253.

Manual #	Document Title
SBD-10855-P	Holding Tank Version 2.0
SBD- 10854-P	At-Grade Version 2.0
SBD-10656-P	Split Bed Recirculating Sand Filter System
SBD-10595-P	Single Pass Sand Filter
SBD-10628-P	Recirculating Sand Filter
SBD-10657-P	Drip-Line Effluent Dispersal
SBD-10705-P	In-Ground Soil Absorption
SBD-10691-P	Mound
SBD-10706-P	Pressure Distribution

Additional training materials relating to this credential are available and may also be ordered through Document Sales (608)266-3358 or (800)362-7253. Caution: These manuals are intended to be training guides and may not match the current code.

SBD-8536-P	Cross Connection Control Manual
SBD-8869-P	Drain and Vent System Design
SBD-8036-P	Sizing the Water Supply System
SBD-9138-P	Wisconsin Water Treatment Handbook
SBD-10089-P	Wisconsin POWTS Inspector Handbook
SBD-9046-P	Soil & Site Evaluation Handbook
SBD-10810-P	Multipurpose Piping Systems Design Manual

To schedule an upcoming exam:

- Indicate **FIRST CHOICE (1)** and **SECOND CHOICE (2)** in the event one exam site is full.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen**.
- Keep a copy of this application for your records. You may only schedule one future exam session at a time for each credential type. Applications sent in for multiple exam sites / times will be denied and a refund will not be issued.
- You will receive a letter from DSPS confirming your upcoming exam. Please check this form over carefully upon receipt so that you know when/where to take your exam.
- If you need special accommodations, please contact us at DSPSSBCredentialing@wi.gov

Select one*: AM (Starts at 8 a.m.) ☐ **or** PM (Starts at 1 p.m.) ☐

*some plumbing exams have 2 parts so you will be scheduled for both the AM **and** the PM session when taking both parts

Pewaukee – WCTC Education Center, 800 Main St, Pewaukee, WI 53072

2013 October 15 ☐ November 19 ☐ December 18 ☐

2014 January 8 ☐ February 12 ☐ March 12 ☐ April 9 ☐ May 14 ☐ June 11 ☐

July 9 ☐ August 13 ☐ September 10 ☐ October 8 ☐ November 12 ☐ December 10 ☐

Eau Claire – The Plaza Hotel & Suites, 1202 W Claremont Ave, Eau Claire, WI 54701

2013 December 3 ☐

2014 February 26 ☐ April 23 ☐ June 25 ☐ August 27 ☐ October 22 ☐

Appleton – Fox Valley Technical College, 1825 North Bluemound Dr, Appleton 54914

2013 November 5 ☐

2014 January 22 ☐ March 27 ☐ May 28 ☐ July 23 ☐ September 24 ☐ November 25 ☐

METHOD 2 - Possession of a Wisconsin Master Plumber-Restricted Service License to be Exchanged for a Journeyman Plumber-Restricted Service License

The fee for applying for the credential using Method 2 is as specified in the following table:

Month Application is mailed	Fee	Month Application is mailed	Fee	Month Application is mailed	Fee
January	\$146.25	May	\$176.25	September	\$161.25
February	\$142.50	June	\$172.50	October	\$157.50
March	\$138.75	July	\$168.75	November	\$153.75
April	\$180.00	August	\$165.00	December	\$150.00

Record the amount of the fee you will be sending in the box below:

Fee Submitted (nonrefundable): \$ class code 7630

Make checks payable to: State of WI – DSPS. The fee consists of a prorated \$180 credential fee. The credential will be effective for 4 years from March 31.

Attach a photocopy of your Wisconsin Master Plumber-Restricted Service license. Keep your original copy of your Master Plumber-Restricted Service license in case you decide to reacquire your Master Plumber-Restricted Service license at some future date.

Plumbing Learner-Restricted Service Instructions

To meet the qualifications to take the exam for the Journeyman Plumber-Restricted Service License, the person who holds the Plumbing Learner-Restricted Service registration must do the following prior to expiration of the Plumbing Learner-Restricted Service registration:

- complete a first aid course;
- accumulate 1,000 hours of experience as a Plumbing Learner-Restricted Service; and
- complete educational course work.

All three requirements must be met at the time of application for the Journeyman Plumber-Restricted Service exam.

The Plumbing Learner-Restricted Service registration is not renewable. Failure to complete the qualifications prior to the expiration date on the registration will require the applicant to start over.

Contact Document Sales, 608-266-3358 or 800-362-7253 and purchase a copy of the following:

- Plumbing Code: SPS 381-387, Wisconsin Administrative Code
- Credentialing Code: SPS 305, Wisconsin Administrative Code

The Journeyman Plumber-Restricted Service exam contains many questions that are based upon the codes listed above. It is strongly recommended you purchase these codes. Note that Document Sales also offers an update service. If you purchase the update service, Document Sales will mail you copies of changes (if any occur) to the codes for which the update service was purchased for one year.

First Aid and Safety Course - 10-Hour Course

Usually the Red Cross, local fire department, local hospital, or technical college offer a first aid course. When the course is completed, make sure you obtain written evidence of completion because the department will require you to submit a photocopy of the evidence when you apply for your journeyman's exam, and an outline of the course. Original copies of the evidence of completion of first aid and safety courses will not be returned. The evidence should contain as a minimum your name and the name of the first aid and safety course. It is suggested that you take this course as soon as possible so that you can take the journeyman's exam as soon as you have accumulated the necessary experience hours.

Educational Course Work

The Master Plumber you work for is responsible for your training and education. The documents in the Learner Packet include self checks so your understanding of the material can be verified. If you do not understand the material, you should ask the Master Plumber for help.

Qualifications to Apply for Journeyman Plumber-Restricted Service Exam

Applicant's Name:	Credential (license) Number:
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Note that the experience and educational course work portion of this form must be completed.

First Aid and Safety Course: Attach a photocopy of the evidence that you completed the course and an outline of the 10-hour course. Original copies of the evidence of your completion of first aid courses (CPR classes are not recognized as first aid courses) will not be returned. The evidence should contain as a minimum your name and the name of the first aid and safety course.

Experience

In the Experience Hours column, fill in the number of hours the applicant has worked under the direct supervision of a person who holds a Master Plumber license, a Master Plumber-Restricted Service license, a Journeyman Plumber license, or a Journeyman Plumber-Restricted Service license. Have the licensed person that directly supervised the work performed by the applicant sign that the applicant has the necessary hours of experience.

Experience Hours	Hours Witnessed by	Signature of Witness	Witness Credential (license) No.	Telephone Number of Witness

Educational Course Work

The signature of the Master Plumber or Master Plumber Restricted Service instructor indicates that the learner identified on this form has completed the educational course work.

Educational Course Work	Signature of Witness	Witness Credential (license) No.	Date
Plumbing Code, SPS 381-387 - 40 hours of credit			
Blueprint or blueline reading-20 hours of credit			
Transit or builder's level-10 hours of credit			
Construction related mathematics-20 hours of credit			
First aid and safety-10 hours of credit			